



CJIS NEWS

SEPTEMBER 2009

STATE OF NORTH DAKOTA



The CJIS Portal has seen many improvements the last couple of months. This includes the addition of boat license records, a city name drop-down list added to concealed weapon permits, view history logs located at the bottom of all pages, and a password reset reminder feature.

Bismarck Police Department's incident report records are nearing completion to be viewed in the CJIS Portal. This should be live shortly within mid-September. In phase two the Burleigh County Sheriff's Office incident reports records will be available.

The CJIS Portal Users Group is officially starting shortly. Currently, the group will be comprised of representatives from large and small departments with high usage rates of the CJIS Portal.

An exciting change that we are looking into is changing the current search options and making it one search for all areas of the CJIS Portal.



Modules Online:

- VINE Probation and Parole
- VINE Sex Offender
- VINE Custody: See below for jails currently on-line. Remaining jails will come on-line over the fall and wither months.
- VINE Data Feed

| VINE Custody/Jails: | On-Line Date: |
|--|---------------|
| Grand Forks, Barnes, Mercer | 01-30-09 |
| Richland, NCCRC | 02-27-09 |
| Mountrail | 03-20-09 |
| SWMCC | 05-22-09 |
| Adams, Cavalier, McLean, Pembina, Walsh, Rolette, Traill | 06-18-09 |
| Department of Corrections and Rehabilitation | 06-30-09 |



Victims can track an offender's status or register to receive automated victim notification by calling 1-866-ND-VINE or by logging onto www.vinelink.com.



Enhanced Cruiser

The "Calls for Service" component was added to an enhanced version of Cruiser and is currently being tested in-house at CJIS. Once it has passed testing, the Nelson County Sheriff's Office will pilot the software for a period to ensure the application is working as intended. The release of the enhanced version of Cruiser to all LERMS departments is expected to occur in October.

Reminders to ensure data quality

1. Case Reports: These should be submitted for approval as soon as written. If you wait until the case is inactive or closed they may never be reported to UCR.
2. Suspects: Only enter a suspect if you have some information on them such as age, sex or race. If you do not have information leave the offender tab blank.
3. Notes: If you are putting in any notes under offenders, victims or witness remember that it should be about the person not the crime. These notes are saved in the database with the name record and when you do a pull forward they will come with that name record.
4. Citations: When entering a citation into the system be sure to complete all tabs. There are records with missing offender or vehicle information.
5. Calls For Service:
 - A. Complainant: This should be the full name of the person calling in the complaint. If the officer is reporting it, you may leave the complainant field blank unless it is a crime against the officer.
 - B. License Plates: This should be the plates of the offending vehicle

Training Schedule:

LERMS (New Employees)

November 9 & 10, 2009 from 8 am—5 pm CDT both days.

LERMS Re-Training (Refresher)

November 12 & 13, 2009 from 8 am—5 pm CDT on Thursday and 8 am—5 pm CDT on Friday.

Sign up at: <http://www.nd.gov/cjis/training>

Executive Committee

On July 31, 2009 the CJIS Executive Committee was dissolved and the CJIS Board was expanded from 3 members to 12. The CJIS Board membership includes representatives from various justice organizations through out the state. The board provides direction for the CJIS effort with focus on public safety issues and initiatives. To get a complete list of members and meeting minutes go to www.nd.gov/cjis/committees/board/index.html.



The **State's Attorney Records System (STARS)** is an records management system, which was procured by CJIS in 2004 to provide a centralized web based system for interested states attorneys in the State of North Dakota. Currently six counties, which encompass approximately 60% of the state's population, are using the software. The data is housed centrally at Information Technology Department (ITD) and is deployed state wide. The following counties are currently using the software:

Barnes County State's Attorney's Office

Burleigh County State's Attorney's Office

Cass County State's Attorney's Office

Grand Forks County State's Attorney's Office

Mountrail County State's Attorney's Office

Ward County State's Attorney's Office

CJIS is the designated agency to work with the vendor, New Dawn Technologies to implement the approved upgrade to **Justware 5.0**. This upgrade is a mutual decision of the six counties utilizing the software. CJIS will contract with New Dawn Technologies to upgrade Justware Prosecutor 4.6 to Justware Prosecutor 5.0 for all agencies currently using the software. Deliverables in the contract are:

- New Dawn will train all users (State Administrators, Office Administrators and End-Users)
- Upgrade Justware product
- Implement scanning functionality
- Assist current agencies in implementing email and calendaring integration and functionality.
- Replace existing hardware

How to apply for access to CJIS Portal, LERMS and STARS

Only a criminal justice agency with an assigned Originating Agency Identification (ORI) number may obtain access.



The agency is required to sign a Security Access Agreement. In addition a user agreement and two sets of fingerprints, on the blue FBI applicant cards, are needed for each individual requesting access. All forms can be found at <http://www.nd.gov/cjis> then click on "portal".



Each agency is required to sign a 3 year agreement as well as provide a list of all users needing access. This system is offered at \$25 a month per full time officer. This fee will include training and support. Contact the CJIS staff for appropriate forms.



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If you have questions or would like to start the application process please contact CJIS at 701-328-1110.